

Place

- Raymond High School Media Center

Call to Order

- 7:00 p.m.

Members Present

- Jonathan Wood (Chair)
- Steve Wallerstein (Secretary)
- Bill Hoitt (Board of Selectmen Ex-officio)
- Bill Cantwell
- Gretchen Gott
- Don Hedman (Alternate)

Members Absent

- Harry McClard
- Moe Titcomb

Staff Present

- Robert Price (Assistant Planner)

Pledge of Allegiance

Mr. Wood read an email he received from Moe Titcomb indicating he was resigning from the Planning Board because he was moving out of Raymond.

MOTION: Mr. Cantwell made a motion, seconded by Ms. Gott to accept Moe Titcomb's letter of resignation from the Raymond Planning Board. The motion carried with a vote of 5-0-1, with Mr. Hoitt abstaining.

MOTION: Ms. Gott made a motion, seconded by Mr. Cantwell to appoint Alternate Don Hedman to the Planning Board as a full member until the 2014 Town Meeting, at which time the remainder of Mr. Titcomb's term will be placed up for election. The motion carried with a unanimous vote of 6-0-0. *(Note: Mr. Titcomb's term expires March 2014, so a 3-year term will be placed on the ballot).*

Work Session – Public Works Director Patrick Bower

Members Seated for this Discussion: Jonathan Wood; Steve Wallerstein; Bill Hoitt; Gretchen Gott; Bill Cantwell; Don Hedman.

Others Present: Carolyn Matthews

Mr. Bower provided an overview of the state of the Town's water system, water future and sewage future. The following was discussed:

- The recent efforts of the Town in its pursuit of a new well site for future use, including failed attempts.

- An excellent candidate was located on the grounds of the High School, with additional drilling to take place next week.
- Any new well site will take an estimated two years at the earliest before being eligible for water withdrawal.
- Additional storage in the form of a new water tower is not anticipated to be necessary at this time, but will be considered.
- The Orchard Street water tower needs to be discussed by the Board of Selectmen. They need to determine whether or not to remove that tower from service due to its age.
- It was noted that the Exit 4 development has been placed on hold, so the Town is unlikely to see a sewage treatment in the near future.

Ms. Matthews asked how a community septic system worked, which Mr. Bower explained. Mr. Wood noted the Pierce Road area utilizes a community septic system which has been in operation for a number of years without difficulty.

Ms. Matthews questioned the possibility of creating a number of urban centers that rely on community septic systems instead of individual systems.

Mr. Wood requested that staff develop a list of projects and priority areas that are anticipated to require municipal water (i.e. previously approved but unfinished developments and vacant land areas). He also requested a list of potentially troublesome septic areas which would benefit the most from sewage treatment.

Public Hearing – Amendment to Subdivision Regulations: Waivers

The Raymond Planning Board is holding a public hearing for the review and possible adoption of a revision to its Subdivision Regulations. The Board is amending the existing language in Article I, Section 1.4 – Waivers to change the criteria it considers when reviewing a waiver request. A copy of the revision is available in the Community Development Department during regular office hours.

Members Seated for this Hearing: Jonathan Wood; Steve Wallerstein; Bill Hoitt; Gretchen Gott; Bill Cantwell; Don Hedman.

Mr. Price explained at the last hearing in December when this was discussed, the Planning Board requested that the following language be inserted under Item 1 as subparagraph (a):

- The granting of the waiver will not be detrimental to the public safety, health, or welfare or injurious to other adjacent property

PUBLIC COMMENT

No comments were made regarding this hearing.

MOTION: Mr. Wood made a motion, seconded by Mr. Hedman to adopt the amendment to the Town of Raymond Subdivision Regulations, Section 1.4 – Waivers, as presented. The motion carried with a unanimous vote of 6-0-0.

Public Hearing – Amendment to Site Plan Review Regulations: Waivers & Certified Sites Program

The Raymond Planning Board is holding a public hearing for the review and possible adoption of a revision to its Site Plan Review Regulations. First, the Board is amending the existing language in Article

VII, Section 7.008 – Waivers to change the criteria it considers when reviewing a waiver request. Second, the Board is considering the addition of a new section 7.008 entitled SNHPC Certified Site Program, which provides property owner(s) and/or eligible applicant(s) with an opportunity to obtain certified site recognition for their site(s) and/or building(s). If adopted, the addition of this section will cause the renumbering of all subsequent sections. A copy of the proposed revisions is available in the Community Development Department during regular office hours.

Members Seated for this Hearing: Jonathan Wood; Steve Wallerstein; Bill Hoitt; Gretchen Gott; Bill Cantwell; Don Hedman.

Mr. Price clarified that almost the same language as was just adopted into the Subdivision Regulations is being proposed for the Site Plan Review Regulations, adding that the only difference is in the RSA reference. He also noted that the Planning Board requested the same language which was added into the Subdivision Regulations be added into the Site Plan Review Regulations under Section 7.008 – Waivers as Item 01 (a). That language reads:

- The granting of the waiver will not be detrimental to the public safety, health, or welfare or injurious to other adjacent property

PUBLIC COMMENT

No comments were made regarding this hearing.

MOTION: Mr. Cantwell made a motion, seconded by Mr. Hedman to adopt the amendment to the Town of Raymond Site Plan Review Regulations, Section 7.008 – Waivers, as presented. The motion carried with a unanimous vote of 6-0-0.

Mr. Price explained if the Board adopts the language for the Certified Sites Program, which is the second part of this public hearing, then that language will be added into Section 7.008 and renumber all subsequent sections accordingly.

MOTION: Mr. Hedman made a motion, seconded by Mr. Cantwell for discussion to adopt an amendment to the Town of Raymond Site Plan Review Regulations which adds a new Section 7.008 entitled SNHPC Certified Sites Program and renumbers all subsequent sections accordingly.

DISCUSSION: Mr. Wallerstein stated he feels the Certified Sites Program is great, but does not believe it should be codified in the Town's Regulations because the program is independent and separate from the Town. VOTE ON THE MOTION: The motion carried with a vote of 3-2-1, with Ms. Gott and Mr. Wallerstein opposed and Mr. Hoitt abstaining.

Public Hearing – Zoning Amendment: Special Exceptions

The Raymond Planning Board is holding a public hearing to present the following amendment to the Raymond Zoning Ordinance, as proposed by the Raymond Planning Board, for public consideration and comment. A copy of the amendment being considered for placement on the March 2014 ballot is on file at the Town Clerk's Office, and is available for review during regular office hours. The following is proposed:

- a) To amend the Raymond Zoning Ordinance, as proposed by the Raymond Planning Board, by amending Article IX, Section 9.200 – Criteria for Special Exceptions, to encourage applicants seeking a Special Exception to request a joint hearing with the Planning Board and Zoning Board of Adjustment, and to change the criteria under which special exceptions are considered.*

Members Seated for this Hearing: Jonathan Wood; Steve Wallerstein; Bill Hoitt; Gretchen Gott; Bill Cantwell; Don Hedman.

Others Present: Carolyn Matthews

Mr. Price stated the last time the amendment was looked at by the Board no changes to the language were proposed, but there was a question of how joint meetings are handled in terms of Board questions and discussion. Mr. Price stated he posed that question to the Board's Legal Counsel, who replied that members of both the Planning Board and ZBA are free to ask questions interchangeably throughout the course of a hearing. When the Boards finish deliberating, they have the choice of continuing their portion of the joint hearing to their own regular meetings on another night, or just make the decision in the appropriate order during the joint hearing.

Members of the Planning Board asked several clarifying questions about the amendment to which Mr. Price responded.

Some members expressed concern with the wording of one of the proposed criteria, specifically the criterion addressing unmitigated municipal expense. Some members felt the language in that criterion should be less broad in nature. After some discussion about the meaning of the phrase unmitigated municipal expense, the language was left as proposed.

PUBLIC COMMENT

Ms. Matthews stated that the public needs to be educated to the fact that even though the proposed amendment encourages joint hearings, applicants are given the right to request a joint hearing by Statute. Therefore, if the amendment fails, an applicant will still have the right to request a joint hearing.

MOTION: Mr. Hedman made a motion, seconded by Mr. Cantwell for discussion, to move the Special Exceptions Zoning Amendment to the 2014 Ballot. DISCUSSION: Ms. Gott stated she will be voting against the motion because she not comfortable with the zoning amendment as proposed. VOTE ON THE MOTION: The motion carried with a vote of 4-1-1, with Ms. Gott opposed and Mr. Hoitt abstaining.

Approval of Minutes

Members Seated for Approval of Minutes: Jonathan Wood; Steve Wallerstein; Bill Hoitt; Gretchen Gott; Bill Cantwell; Don Hedman.

MOTION: Mr. Hoitt made a motion, seconded by Mr. Wood to approve the minutes of December 05, 2013 as amended. The motion carried with a vote of 3-0-3, with Mr. Wallerstein, Mr. Cantwell and Mr. Hedman abstaining.

Work Session – Master Plan Goals and Objectives & Implementation Strategies

Members Seated for this Discussion: Jonathan Wood; Steve Wallerstein; Bill Hoitt; Gretchen Gott; Bill Cantwell; Don Hedman.

Mr. Hoitt stated he does not feel as though the Planning Board needs to work on the Master Plan in the manner which it is being done. Rather, if something needs to be fixed, fix that and leave the rest alone. A brief discussion ensued amongst the Board about the current process and why it has been and will in the future, serve to be useful.

The Board determined that the work done to date, which merged the existing Goals and Objectives document with the Implementation Strategies document, has been very helpful. The next step will be go carefully review each item to determine its status and indicate such. In order to assist in this process, the Board requested that the newly-merged document be sent to the Board of Selectmen, Conservation Commission, Raymond Business & Economic Development Council, School Board and any other board/committee appearing as having a task to complete with a letter asking each board/committee to review their assigned items and comment on whether or not they are still a priority, already complete, in progress, etc.

Other Business – Staff Update, Board Reports & Other Discussions

Members Seated for this Discussion: Jonathan Wood; Steve Wallerstein; Bill Hoitt; Gretchen Gott; Bill Cantwell; Don Hedman.

Others Present: Carolyn Matthews

Ms. Matthews noted that the Raymond Hazard Mitigation Committee has convened to update the Hazard Mitigation Plan. The Plan was last updated in 2009 and must be updated every five years. She noted that she has volunteered to serve on the committee again, as she did in 2009. She also noted Mr. Hoitt attended the first meeting, along with Mr. Price and several members of the Technical Review Committee.

The Planning Board heard reports from its members serving on other boards and committees.

Adjournment

MOTION: Mr. Hedman made a motion, seconded by Mr. Cantwell to adjourn. The motion carried with a unanimous vote of 6-0-0. The meeting adjourned at approximately 9:17 p.m.

Respectfully submitted,

Robert Price
Assistant Planner